

Finance & Personnel Committee  
Monday, March 1<sup>st</sup>, 2021  
5:00 PM, 2<sup>nd</sup> Floor VCAB

## MINUTES

### Agenda Item 1 - Call to Order and Roll Call

Committee Chairman Steve Fourez called the Finance & Personnel meeting to order at 5:00 PM. Upon the call of the roll, the following members were present; Steve Fourez, Wes Bieritz, Mary Surprenant, Bruce Stark, Becky Stark and Crisi Walls. Craig Golden was excused absent. Also, in attendance; Larry Baughn – Vermilion County Board Chairman, Cassy Carter – Financial Administrative Manager, Erika Briggs- Auditor, Darren Duncan - Treasurer, Doug Toole – Administrator of Health Department, Matt Long – Supervisor of Assessments, and Jerry Hawker – County Board Member.

### Agenda Item 2 - Adoption/Amendments to the Agenda

Becky Stark motioned, second by Crisi Walls to approve the agenda. Motion passed by acclamation.

### Agenda Item 3 - Approval of Minutes – February 1st, 2021

Bruce Stark motioned, second by Crisi Walls to approve the minutes. Motion passed by acclamation.

### Agenda Item 4 - Audience Comments

None

### Agenda Item 5 – Financial Update

Ms. Briggs distributed a finance update that consisted of the General Fund Revenue as of February document, and the Fund Equity Changes Report. Ms. Briggs stated she has been working with the Circuit Clerk on Traffic/Conservation Fees, the Circuit Clerk has located where the money should go. Per the Fund Equity Change Report, Ms. Briggs notes that Fund 5 & 19 are negative due to the Levy. Money will be deposited in this fund when tax payments come in, after taxes are paid then additional money will be transferred from other funds to make up the deficit. Dr. Bieritz inquired about the Liability Insurance fund, Ms. Briggs explained it is difficult to budget for workers compensation claims. This fund includes; quarterly premiums, unemployment and CCMSI for claims. Dr. Bieritz noted the Recreational Use Tax is well over budget which is good for the county. The Miscellaneous Fund includes the Cures Act grant deposit from the state. Fourez noted in the packet the Minimum Wage report. Ms. Carter stated this report is a projection of the cost to the county for the graduated minimum wage increase. The total cost increase for current staffing from 2021- 2025 would be \$152,060.37. Highlighted on the report in blue notes the departments and total headcount in each department of whom would need pay rate adjustments. If anyone would like the detail of the report to please contact Ms. Carter.

### Agenda Item 6 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Animal Regulations Department - \$24,500.00

Dr. Bieritz motioned, second by Becky Stark to discuss.

Chairman Baughn explained per the amendment this is to cover the ongoing care of 14 chickens, 1 horse, 1 mini horse, 2 goats, 2 pigs, 1 dog, and 2 reptiles. The dog and reptiles are in the care of the shelter, but the other animals have to be placed elsewhere. Chairman Baughn stated Mr. Hawker attended the Health & Education meeting and brought in a state statute. This statute states that you can get a security bond in which the county could take the animal owners to civil court, they would be responsible to pay for the care for the animals or relinquish them to the county. Chairman Baughn did find in the statute that the security bond would reimburse the county for the care of the horses and dog, this would remove \$24 per day. Mr. Hawker stated there needs to be an expedited court date that allows an

emergency hearing within 5 days of taking over the care of the animals. This is costing \$3,500 per month; the next court date is in May. Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Mary Ellen Surprenant, Bruce Stark, Becky Stark, and Crisi Walls. Excused absent was Craig Golden. 6 yes, 1 absent. Motion passed.

**Agenda Item 7 – Executive Session**

None

**Agenda Item 8 - Items of Information**

Chairman Baughn stated that the county has a new improved website. Doug Toole stated the COVID vaccine clinic last week at the Fischer ran very smooth and there is another one scheduled for March 4<sup>th</sup>.

**Agenda Item 9 – Adjournment**

Committee Chairman Fourez adjourned the meeting at 5:24 PM.

Minutes by: Cassy Carter, Financial Administrative Manager